

MEMORANDUM

TO: Board of Commissioners
Ann Arbor Housing Commission

FROM: Jennifer Hall, Executive Director

DATE: July, 2014

I. THE NATIONAL SCENE – nothing to report

II. RAD REDEVELOPMENT

- A. Site Plan N. Maple and Lower Platt:** N. Maple was approved by the Planning Commission and is on the August 7th City Council meeting agenda. The Lower Platt site plan has been submitted to the City and it is under review. The seller of the Platt road parcel has signed the purchase agreement and it will go to Council for approval on July 21st. The AAHC Board approved the purchase of this property at the April 2014 board meeting (see attached resolution).
- B. Zoning:** At the July 7th Planning Commission meeting Green-Baxter, Baker, and S. Maple were all approved for rezoning by City Council.
- C. Easements:** Rochelle Lento is continuing to work with the city attorney's office, parks and recreation and public service office to ensure that necessary easements are executed when the properties are transferred from the City to the AAHC.
- D. Relocation:** Over 40 vouchers have been issued to residents choosing to move with a voucher rather than temporarily relocating on site during renovations. Over 20 tenants have permanently moved with a voucher.
- E. Legal Structure:** Under the RAD program, HUD is requiring the owner of the property to be a separate entity from the entity that administers the RAD vouchers. Because the AAHC is the administrator of the RAD vouchers, it cannot be the owner of the property. The owner can be an affiliated entity to the AAHC. For Low-Income Housing Tax Credit (LIHTC) projects, the owner is the limited partnership entity with Redstone, the tax credit equity investor. For properties that do not have LIHTC funding, the entity needs to be the Ann Arbor Housing Development Corporation (AAHDC), an affiliated non-profit of the AAHC. The AAHDC's board is the AAHC board plus the AAHC Executive Director, plus up to 1 additional member (currently vacant).
- F. Funding:** We submitted a request for \$850,000 for Maple Tower to the FHLB Chicago office with JPMorgan Chase as our member bank sponsor. FHLB indicated that they received 120 applications for more than \$54 million to develop 4,773 affordable housing units. They expect to award \$21.9 million which will be announced in December.

We also submitted two requests for \$500,000 each for Maple Tower and River Run to the FHLB Pittsburgh office with JPMorgan Chase as our member bank sponsor. The award announcements are expected in January 2015.

The Housing and Human Services Advisory Board of the City is recommending that City

Council approve \$729,879 in Ann Arbor Housing Trust Funds (AAHTF) to the West Arbor project (N. Maple and Lower Platt new construction). This funding is critical for our LIHTC application we will be submitting to the state in October 2014. A resolution will be going to City Council in August requesting approval of these funds.

- G. **HUD RAD Closing:** HUD has finished its review and we are expecting a letter of conditional approval for the closing this week.

III. CITY/COUNTY/OTHER RELATIONS

- A. **Community Solar** – I am continuing to meet with a local solar advocate to strategize on how to create a community solar project at N. Maple and Platt road, (not Miller). The consultant will make a presentation at the August 2014 Board meeting.
- B. **Arts Alliance and Office of Community and Economic Development** – The County Community Challenge Planning Grant included funding for the Arts Alliance to develop a plan for incorporating art work into the projects that were part of the overall grant. The AAHC’s property at N. Maple and L. Platt will be included in that plan. The Arts Alliance will make a presentation to the board at a future meeting about that planning process. They will engage with residents at these sites as well as neighbors to the sites to develop a community plan to include public art, design and place making at these sites.
- C. **Continuum of Care** – As the administrator of the CoC funds, I have been meeting with the nonprofit sub-recipients to develop policies and procedures to implement the grants.

IV. FINANCIAL REPORT AND UPDATE

See financial report (Budget to Actual July-April2015).

V. PROCUREMENT ACTIVITIES BEYOND SMALL PURCHASES (\$25,000+)

\$28,000 not to exceed amount for Dawid and Gatti for grievance hearings.

VI. PERSONNEL

- A. **Staffing** – Greg Mitchell was hired as the Family Self Sufficiency and Supportive Services Coordinator. Greg previously worked at the County Workforce Development Program and he was an excellent partner working with Wade Smith to serve our FSS tenant participants.

The vacant maintenance technician and receptionist positions will be posted in July.

- B. **Non Union Staff** – the City has approved a 3% increase for non-union staff which I approved for the AAHC staff.

VII. INTERNAL OPERATIONS

- A. **Housing Choice Voucher:** Dawid and Gatti have been selected as the new firm to conduct grievance hearings. They will be paid an hourly rate with a not to exceed amount of \$28,000.

- B. VASH** – The AAHC and the VA have been awarded 16 additional VASH vouchers for homeless veterans.
- C. Public Housing:** Green Road Fire – a demolition permit was issued and demolition will begin on July 18th. The non-smoking policy took effect on July 1, 2014 with mixed reaction from tenants as expected. Non-smokers are generally happy with the policy and smokers are generally not happy. Management has had to deal with several tenant disputes over the policy, which was also not unexpected, but it has been stressful for staff.
- D. Maintenance:** Air conditioners are being installed at 7th. The annual inventory of maintenance materials was completed for the audit. New electrical panels and metal roofs have been completed at Oakwood.
- E. Yardi:** Staff are working with Yardi, our software vendor to implement the transition from public housing to project based vouchers and LIHTC. When the properties change their funding sources, the regulatory and reporting requirements from HUD will change. The AAHC had to purchase a new module for the LIHTC reporting.
- F. Tenant contractors:** An application was sent to all public housing tenants to complete if they are interested in doing work for the AAHC. In particular we are hiring residents to assist elderly and disabled tenants to pack up their personal belongings for relocation purposes. 17 tenants have applied. An orientation and training will be conducted on July 17th. The FSS & SS Coordinators will manage the tenant hiring process. HUD requires all Public Housing Authorities to hire public housing residents whenever feasible under the federal Section 3 program when federal funds are used. Once construction begins, there will be additional jobs for tenants. The AAHC currently hires tenants for a variety of jobs such as food service, recycling, and cleaning the common exterior areas of our properties.

VII. JUNE 2014 BOARD MEETING FOLLOW-UP – nothing to report